

DRMO Goods for VAWG Frequently Asked Questions

Definition of Terms

DRMS – Defense Reutilization and Marketing Service

An organization within the government that deals with receipt and reassignment or sale of used, out of date, or unserviceable government goods.

DRMO – Defense Reutilization and Marketing Office

A local office of DRMS that accepts, catalogs, stores, reassigns, ships, and arranges the commercial sale of government goods. There are nearby DRMO offices in Richmond, Norfolk and St. Julien's Creek

DoD – Department of Defense

The various military branches.

FSC – Federal Supply Code

The identification number assigned to each item in an official complete listing of military goods, to cover clothing, hardware, armaments, furnishings, ammo, field gear, mechanical parts, electronics, etc. The general groupings of the items are a 4 digit number, such as FSC 8415, Special Purpose Clothing.

TOA – Table of Allowances

A list of FSCs that may be screened by CAP.

Who is the VAWG Screening Officer?

The current wing screening officer is Capt. Charlene Shidisky, CAP. She screens principally in the spring, summer, and fall. You can get in touch with her at lgs.va@vawg.cap.gov.

How can I get goods for my squadron?

The first step is to make sure the squadron commander or supply officer fills out and submits the annual request for goods ("dream sheet") to make a record of requests. This request should be routinely filed with the VAWG logistics officer at the beginning of each calendar year. The wing screening officer uses this request form as a guide for screening.

How soon can I get my goods?

If supplies are on hand you can get them quickly. Bulky items will have to be picked up at wing HQ. Smaller items can be shipped. There can be no guarantees on when requests will be filled. Specific items may only show up at the DRMO once a year. Items present in the DRMO may be in bad condition and not worth screening.

How will shipment of goods be accomplished?

Goods will arrive via UPS, prepaid by VAWG/HQ. Shipment is at ground rates, which is next-day delivery in the state of Virginia. Goods will be left on your residence doorstep. Screening officer will inform of imminent shipment and squadron commander will acknowledge receipt of goods by e-mail.

How will I know when goods are available?

When goods are available, the screening officer notifies on the VAWG Infosystems under the heading "DRMO goods for VAWG". Anyone who regularly receives automatic VAWG e-mail messages will get the notice. Goods in the past have been assigned on a first come/first served basis. Recent changes in the process may require the screening officer to issue on the basis of the yearly list of needs for the squadron (dream sheet). . (Hint: Make sure you have a sufficient storage area before requesting goods.)

Who can request/receive goods?

Squadron commanders, supply officers, or their designated appointee can sign for goods. Goods are not issued to individuals. That is the job of the squadron supply officer. (CAP members serving at VAWG/HQ can make a request directly to the screening officer, who is their supply officer.)

What are my obligations when I receive goods?

Squadrons who receive expendable goods are required to acknowledge receipt by signing CAPF 111 or by return e-mail if the goods are mailed. They place the goods on their squadron inventory. They are asked to acknowledge that the goods will not be sold, bartered or converted to personal use. Goods can be transferred between CAP units. Goods are to be used for the accomplishment of CAP missions only. DRMO goods assigned by squadrons to individual members should be tracked by the squadron supply officer. When members transfer from unit to unit, the squadron reclaims any field gear/equipment assigned to them. A good way to do this is to number all equipment and mark it in a prominent place with the squadron name.

Non-expendables are issued on a CAPF 37E, will appear on your squadron's annual S-3, and will be assigned to you online in CATs.

What happens when the Air Force finds that DRMO goods are being sold or diverted to personal use?

The DoD may pursue a number of remedies, one of which may be restriction of the wing from further screening and a GTD (general tightening down) of the screening process. This happened just recently and a complicated, time-consuming process has become even more complex and frustrating.

Can I go with the screening officer to view the goods?

No. Only a screening officer with appropriate paperwork on file with DRMS can enter the DRMO. Individuals with a .gov or .mil web address can view the available lots at the DRMS website. This does not mean that they are in a cycle that makes them available for immediate screening. Goods listed in the GSA cycle are unavailable to DoD screeners. It is also impossible to determine the exact quality of the goods. They vary from brand new to pure garbage.

Can I be assured of receiving quality goods?

The current screening officer reviews all goods before offering them for wing use. Unserviceable goods are returned to the DRMO. Other items may be repaired and made usable. Sometimes we are fortunate to screen new goods. If the item is new, it will be stated in the announcement. Every effort is made to insure that the goods you receive will be in usable condition. Cleanliness is not guaranteed.

For sanitary reasons, the current screening officer does not screen canteens.

Can I be a screening officer?

This depends on the VAWG State Director. The position of screening officer is appointed, with approval by the USAF. The VAWG currently has one screening agent. As of this writing the State Director seems not inclined to appoint additional agents.

Can I get night vision goggles?

No. That item is specifically excluded by the VAWG State Director.

Can I get communications equipment?

While the screening officer can obtain communications equipment from the DRMO, you cannot get communications equipment directly from the screening officer. All such equipment screened is immediately sent to the VAWG communications officer for evaluation and assignment.

Explain the current process of screening.

The screener presents the appropriate paperwork at the DRMO office and signs in. The screener is assigned a sticker authorizing them to enter the warehouse, collects a digital screening gun and enters a special screening code. A DRMO list is generally supplied that tells what lots are available for DoD screening. CAP screens with the DoD.

The screener enters the warehouse. When he/she locates desired lots, he records the lots with the digital scanner. He presents the scanner and DRMO personnel download the items and double-check availability.

If the items are cleared for screening and are on the list of preapproved FSCs on the Table of Allowances the screener does the following:

1. Fill out DD Form 1348-1A listing all required information.
2. Fax to Andrews AFB for signature and an FG Document #.
3. When the signature is faxed back, present the paperwork to DRMO, who makes final approval for removing the items.
4. Present the DD Form 1348 1-A to warehouse personnel who bring it to your vehicle.
5. Collect a copy of DD Form 1348 1-A for filing.
6. Record the items screened and the FG document number on the wing CAP Form 38.
7. Fax a copy of the completed DD Form 1348 1-A and CAP Form 38 to Andrews AFB.

If the items on the Table of Allowances are **not** pre-approved the screener does the following:

1. Fill out DRMS Form 103 to freeze/hold the lot pending further approval.
2. Compose a request to screen, including justification, and send it and a copy of DRMS Form 103 through VAWG State Director to MER/LG to Andrews AFB to CAP/NHQ, Maxwell AFB. This process usually takes about two weeks.

3. If approved, the AF assigns an FG document # and the screener fills out DD Form 1348 1-A and faxes to Andrews for signature. The DD Form 1348 1-A is faxed back to the screener.
4. The screener returns to the DRMO, presents proper identification, the paperwork, withdraws the items, and enters the document number on the wing CAP Form 38 (Property Document Register).
5. Fax a copy of the completed DD Form 1348 1-A and CAP Form 38 to Andrews AFB.

What are the pre-approved FSCs?

There are five:

8415 Clothing, Special Purpose (BDUs, jackets, flight suits, etc.)

8430 Footwear, men's

8435 Footwear, women's

8440 Hosiery, handwear, and clothing accessories, men's

8445 Hosiery, handwear and clothing accessories, women's

Where can I find the Table of Allowances of the FSCs that can be screened by CAP?

There is a complete list in CAPR 67-1, Attachment 1.